



Chandler-Gilbert Community College

Procedure for Petition Signature Solicitation

1. Administrative Regulation 2.4.8 regulation governs access to college premises by representatives who wish to solicit signatures on petitions for the purpose of submission of a ballot proposition to voters, or nomination of a candidate for elective office, in a city-, county-, or state-wide election. This regulation governs all other non-political petition signature solicitation as well.
2. Each college president shall designate general hours of accessibility for solicitation and a location on college premises where all representatives on behalf of any candidate or ballot proposition may solicit signatures. The location shall be in a common area where the solicitation will not serve as an obstruction to student activities or otherwise disrupt the college environment.
3. All solicitation must take place in designated areas. Standard space may include one (1) or two (2) tables and chairs. Campus restrictions regarding amplification will apply. Representatives may not distribute or make available to students, employees, or college visitors any tangible item, except for informational literature about the proposed candidate or ballot initiative.
4. Representatives shall notify the designated official at each college or center for their intent to be present on college premises no fewer than three (3) working days prior to soliciting signatures. Upon obtaining authorization, representatives shall be provided a written version of this regulation. (*MCCCD Administrative Regulation 2.4.8*)

For more information go to: <https://district.maricopa.edu/stewardship/maricopa-governance/maricopa-governance>

Specific College Procedures

1. If Representatives do not need to reserve space, tables, or chairs, prearrangement from the college is unnecessary. If Representatives want to reserve space at a specific location, they must go through the Low Impact Non-Commercial Reservation Application which would give Representatives access to the vendor spots on the campuses. Chandler-Gilbert Community College has four (4) vendor areas at Pecos and one (1) at Williams and Sun Lakes. The link to Application can be found here: <https://www.cgc.edu/Students/studentlife/Student%20Life/Documents/Low%20Impact%20Non-Commercial%20Users%20application.pdf>.
2. Representatives are welcome on campus during normal business hours (Pecos-Campus: Monday-Thursday 8AM-6PM, Friday 11AM-5PM; Williams-Campus: Monday-Thursday 8AM-5PM, Friday 11AM-5PM).
3. Petition signature solicitation is prohibited inside structures, unless invited by college administration to solicit signatures indoors.
4. Tables and chairs may be provided upon request through the Office of Student Life & Resource Management by completing the Low Impact Non-Commercial Reservation Application. Requests should be made with sufficient time (approx. three (3) days) in advance in order to allow the college to process the request.
5. Representatives must check-in and show a form of legal identification at the Office of Student Life & Resource Management each day on campus prior to soliciting any signatures. Representatives will wear a badge provided by the Office throughout the duration of his/her time on campus. Representatives must check-out and return badge each day on campus prior to leaving.
6. Representatives will not in any stop way stop the flow of traffic, approach students or employees or disrupt the college environment. Students and employees may approach the representatives on their own accord.
7. Representatives may place banners or signs on the table to encourage interest. Banners and signs may not be adhered to any surface.

Failure to comply with MCCCD policies and administrative regulations could result in the termination of petition signature solicitation privileges on any or all college campuses. If you have any questions about MCCCD policies and administrative regulations, contact the Office of Public Stewardship at (480) 731-8880 or visit <https://district.maricopa.edu/stewardship/maricopa-governance/maricopa-governance>. The MCCCD is an EEO/AA institution.